

VIRGINIA REAL ESTATE BOARD  
EDUCATION COMMITTEE MEETING REPORT

September 19, 2007

The Real Estate Board Education Committee met on Wednesday, September 19, 2007, at the Department of Professional and Occupational Regulation, Richmond, Virginia.

Committee Members present: Judith Childress, Chair  
Byrl Taylor  
Scott Gaeser  
R. Schaefer Oglesby

Staff Members present: Christine Martine, Executive Director

The meeting was called to order at 3:10 p.m.

A motion was made, seconded and approved unanimously to approve the agenda.

The following actions were taken:

A. Three new Proprietary School Applications were approved

1. One Stop Real Estate School, Woodbridge, VA, Guy D. Allen
2. R & A Management & Referral, LLC, Roanoke, VA, Treena Gibson
3. Cengage Learning, Inc., t/a Career WebSchool, Atlanta, GA, Dana Taull

B. 95 continuing education course applications were reviewed, of these courses:

3 previously approved courses offered by approved schools were approved.

1. 57016 Real Estate Investments in IRA's & Qualified Plans, 8 hrs Real Estate Related Subjects, The Entrust Group (**Review of Instructor**)

2. 57118 Ethics in Today's Real Estate World (On-Line), 4 hours Ethics & Standards of Conduct, Moseley-Dickinson Academy of Real Estate **(Review of Instructor)**
3. 57134 Ethics Seminar (classroom), 3 hours Ethics and Standards of Conduct, Real Estate Career Academy **(Review of Instructor)**

91 original applications for courses offered by approved schools were considered. Of these, 83 were approved outright, 5 were approved with reduced credit hours, and 3 were approved conditioned on the receipt of additional material.\*

1. 56648 Virginia Law Combo (4 Hours)(On-Line), 2 hrs Fair Housing, 1 hr Real Estate Agency, 1 hr Real Estate Contracts, McKissock
2. 57011 The Credit and Loan Process, 3 hrs Real Estate Related Subjects, Real Estate Institute
3. 57015 Continuing Education, 1 hr Legal Updates, 2 hrs Fair Housing, 3 hrs Ethics & Standards of Conduct, 1 hr Real Estate Agency, 1 hr Real Estate Contracts, 8 hrs Real Estate Related, SML School of Real Estate
4. 57018 Fair Housing, 3 hrs Fair Housing, Montague Miller Real Estate Academy
5. 57020 Income Tax Aspects of Investing in Real Estate, 8 hrs Real Estate Related Subjects, Lorman Business Center, Inc.
6. 57021\* Mortgage Fraud: Protect Yourself!, 4 hrs Real Estate Related Subjects, McKissock, LP (Approved pending receipt of Instructor information).
7. 57023 Mandatory 8 Hours, 2 hrs Fair Housing, 3 hrs Ethics & Standards of Conduct, 1 hr Real Estate Agency, 1 hr Real Estate Contracts, 1 hr Legal Updates, Moseley-Dickinson Academy of Real Estate
8. 57026 What Every Agent Should Know About Mortgages, Credit Scoring, E-Loans, and the Loan Approval Process, 3 hrs Real Estate Related Subjects, The Professional Development Institute

9. 57028 Like-Kind Real Estate Exchanges, 8 hrs  
Real Estate Related Subjects, Lorman  
Business Center, Inc.
10. 57030 Zoning, Subdivision and Land Development  
Law, 7 hrs Legal Updates, Lorman Business  
Center, Inc.
11. 57033\* Expanding the Scope of Commercial  
Brokerage, 10 hrs Real Estate Related,  
SIOR (Approved for 8 hours).
12. 57034\* Core Components of Commercial Brokerage,  
10 hrs Real Estate Related, SIOR (Approved  
for 8 hours)
13. 57035 VA Legal Update & Ethics (On-Line), 3 hrs  
Ethics, 1 hr Legal Updates, McKissock, LP
14. 57047 The Future of Prince William County, 1 hr  
Real Estate Related, Prince William  
Association of Realtors
15. 57050 The Settlement Process-Make It Easy On  
Yourself, 2 hrs Real Estate Related,  
RE/MAX Olympic Education Center
16. 57052 A, B, C's of a Heavy Foreclosure Market, 1  
hour Real Estate Related, RE/MAX Olympic  
Education Center
17. 57055 Title Examination (classroom), 7 hours  
Real Estate Related, Lorman Business  
Center, Inc.
18. 57056 Understanding Home Construction Problems  
Commonly Found in Existing Houses by Home  
Inspectors, 3 hours Real Estate Related,  
The Professional Development Institute
19. 57058 Zoning, Subdivision and Land Development  
Law, 7 hours Real Estate Related Subjects,  
Lorman Business Center, Inc.
20. 57059 Intro to FHA's 203K Mortgage, 4 hours Real  
Estate Related, U.S. Dept. of Housing &  
Urban Development
21. 57063 1 Hour Storm & Flood Emergency Cleaning &  
Restoration, 1 hour Real Estate Related,  
Alpha College of Real Estate
22. 57065 2 Hour Storm & Flood Emergency Cleaning  
& Restoration, 2 hours Real Estate  
Related, Alpha College of Real Estate
23. 57067 3 Hour Storm & Flood Emergency Cleaning &  
Restoration, 3 hours Real Estate Related,  
Alpha College of Real Estate

24.57069 Landlord and Tenant Law, 8 hours Real Estate Related, Lorman Business Center, Inc.

25.57070 Current Legal Problems in VA Real Estate, 1 hour Real Estate Contracts, 2 hours Fair Housing, Kirks Institute

26.57072 From Contract to Settlement, 3 hours Real Estate Related, Carruthers Academy of Real Estate

27.57074 Common Contract Addenda, 3 hours Real Estate Contracts, Carruthers Academy of Real Estate

28.57077 Foreclosure, Liens and Bankruptcy, 1 hour Real Estate Related, Lawyers Title Insurance Corporation

29.57079 Seller Representation - Bringing It All Together, 3 hours Real Estate Related, Montague Miller Real Estate Academy

30.57081 Seller Representation - Getting Started, 3 hours Real Estate Related, Montague Miller Real Estate Academy

31.57083 Seller Representation - Marketing & Working with Agents, 3 hours Real Estate Related, Montague Miller Real Estate Academy

32.57085 Seller Representation - Preparing for Listing the Appointment, 3 hours Real Estate Related, Montague Miller Real Estate Academy

33.57091 Private Appraisal Assignments (On-Line), 4 hours Real Estate Related, McKissock

34.57092 Clients First/Understanding Agency, 3 hours Real Estate Agency, Liz Moore University

35.57093 2007 Eight Hour Mandatory Class, 2 hours Fair Housing, 3 hours Ethics & Standards of Conduct, 1 hour Legal Updates, 1 hour Real Estate Contracts, 1 hour Real Estate Agency, Fairfax Realty Training Center

36.57094 Fair Housing (3 hrs), 3 hrs Fair Housing, GSH Training Company

37.57096 Spanish for Real Estate Agents, 8 hrs Real Estate Related, Richmond Association of Realtors

38.57099 Harnessing the Power of the MLS to Market Your Listings, 2 hrs Real Estate Related, Richmond Association of Realtors

39.57101 Meth and Its Makers, 3 hrs Real Estate  
Related, Richmond Association of Realtors

40.57103 8 Hr Real Estate Company Management &  
Agent Supervision (Classroom), 8 hrs  
Broker Management, Alpha College of Real  
Estate

41.57105 8 Hr Real Estate Company Management &  
Agent Supervision (On-Line &  
Correspondence), 8 hrs Broker Management,  
Alpha College of Real Estate

42.57108 Preparing a Competitive Market Analysis, 3  
hrs Real Estate Related, Carruthers  
Academy of Real Estate

43.57110 Marketing and Servicing a Listing, 3 hours  
Real Estate Related, Carruthers Academy of  
Real Estate

44.57112 The Tools & Techniques for Effective Buyer  
Representation, 3 hours Real Estate  
Agency, Prince William Association of  
Realtors

45.57114 Deed Warranties, Tenancies and Decedents'  
Estates, 1 hour Real Estate Related,  
Prince William Association of Realtors

46.57116 Roll Your Dice & Take a Chance, 1  
hour Real Estate Related, Prince William  
Association of Realtors

47.57121 Zoning, Subdivision and Land Development  
Law, 7 hours Real Estate Related, Lorman  
Business Center, Inc.

48.57122\* Homeowner's Association Management, 12  
hours Real Estate Related, America's Best  
(Approved for 8 hours)

49.57125\* Intro to Property Management, 15 hours of  
Real Estate Related, America's Best  
(Approved for 8 hours)

50.57126 Advanced Home Inspection (Online), 6 hours  
Real Estate Related, America's Best

51.57127 Client Focused Communication (Online), 3  
hours Real Estate Related, America's Best

52.57128 Agency - The Big Picture (Online), 3 hours  
Real Estate Agency, America's Best

53.57129 A Day in the Life of an Appraiser  
(Online), 3 hours Real Estate Related,  
America's Best

54.57130 Legal Updates, 1 hour Legal Updates, New  
River Community & Technical College

55.57131 NARPM Ethics, 3 hours Ethics & Standards  
 of Conduct, America's Best  
 56.57132 Technology in Real Estate, 6 hours Real  
 Estate Related, America's Best  
 57.57133 NARPM Tenancy, 6 hours Real Estate  
 Related, America's Best  
 58.57136 Real Estate Law, 3 hours of Real Estate  
 Related, Fairfax Realty Training Academy  
 59.57137 Networking Your Sphere of Influence, 2  
 hours Real Estate Related, Liz Moore  
 University  
 60.57139 For Sale by Owners, 2 hours Real Estate  
 Related, Liz Moore University  
 61.57141 Competitive Advantage, 2 hours Real Estate  
 Related, Liz Moore University  
 62.57143 Introduction to Commercial Investment  
 Analysis, 4 hours Real Estate Related,  
 Long & Foster Institute of Real Estate  
 63.57144 Development Analysis and Land Valuation, 4  
 hours Real Estate Related, Long & Foster  
 Institute of Real Estate  
 64.57145 Seniors Real Estate Specialist Revision 1,  
 7 hours Real Estate Related, Long & Foster  
 Institute of Real Estate  
 65.57146 16 Hour Correspondence Course  
 (Correspondence), 1 hour Legal Updates, 1  
 hour Real Estate Agency, 1 hour Real  
 Estate Contracts, 2 hours Fair Housing, 3  
 hours Ethics & Standards of Conduct, 8  
 hours Real Estate Related Subjects, Long  
 & Foster Institute for Real Estate  
 66.57147 Ethics & Standards of Conduct  
 (Correspondence), 3 hours Ethics &  
 Standards of Conduct, Long & Foster  
 Institute for Real Estate  
 67.57149 Introduction to Leadership, 4 hours Real  
 Estate Related, Long & Foster Institute  
 for Real Estate  
 68.57150 Legal Updates & Emerging Trends  
 (Correspondence), 1 hour Legal Updates,  
 Long & Foster Institute for Real Estate  
 69.57151 Working with a Developer (TCN), 3 hours  
 Real Estate Related, Long & Foster  
 Institute of Real Estate  
 70.57152\* Ethics (Classroom), 3 hours Ethics and  
 Standards of Conduct, Provident School of  
 Real Estate (Approved pending receipt of

- "NAR Code of Ethics" copy)
- 71.57154 Mortgage Market Meltdown (classroom), 3 hours Real Estate Related, Prince William Assoc. of Realtors
- 72.57157 In-Depth Market Analysis for Commercial Real Estate, 4 hours Real Estate Related, Long & Foster Institute for Real Estate
- 73.57158 Using the HP10B2 Financial Calculator, 4 hours Real Estate Related, Long & Foster Institute for Real Estate
- 74.57162\* Copyright Seminar, 6 hours Real Estate Related, VAR (Approved for 4 hours)
- 75.57164 Ethics and Legal Update, 3 hours Ethics & Standards of Conduct, 1 hour Legal Update, VAR
- 76.57166 Fair Housing in the 21<sup>st</sup> Century for Property Managers, 3 hours Fair Housing, VAR
- 77.57168 Fair Housing, Agency, and Contracts Update, 2 hours Fair Housing, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, VAR
- 78.57170 Fair Housing-Reasonable Modifications & Accommodations for Persons with Disabilities: A Practical, Proactive Approach for Property Managers, 2 hours Fair Housing, VAR
79. 57172 It's About Leadership, 2 hours of Broker Management, VAR
80. 57173 Motivation Through Management, 2 hours of Broker Management, VAR
81. 57175 The Power of Goals/Business Planning, 3 hours of Real Estate Related, Liz Moore University
82. 57179 The Code is Good Business, 1 hour Ethics & Standards of Conduct, VAR
83. 57181 The Essentials of Leadership to Build an Unassailable Team, 6 hours Real Estate Related, VAR
84. 57182 The Essentials of Leadership to Build an Unassailable Team, 6 hours Broker Management and Supervision, VAR
85. 57183\* Eminent Domain, 1 hour Ethics & Standards of Conduct, 5 hours Legal Updates, 8 hours Real Estate Related, CLE International (Approved retroactive to April 30, 2007, pending receipt of course outline by topics

- and hours)
- 86. 57184 RE Agency Relationships in Virginia, 1 hour Real Estate Agency, MAI Institute
  - 87. 57185 Contract Law, 1 hour Real Estate Contracts, MAI Institute
  - 88. 57198 Code of Ethics & Standards of Practice, 3 hours Ethics and Standards of Conduct, MAI Institute
  - 89. 57201 What is Delivery? 1 hour Real Estate Related, MBH Settlement Group, LC
  - 90. 57203 Bankruptcy and Foreclosure, 2 hours Real Estate Related, MBH Settlement Group, LC
  - 91. 57207 Foreign Buyers and Sellers, 1 hour Real Estate Related, MBH Settlement Group, LC

One original application for continuing education was considered and approved for a school with a pending application:

- 1. 57123 The ABC's of Community Associations, 3 hours Real Estate Related, R & A Management & Referral, LLC

C. 61 post license education course applications were reviewed, of these courses:

Two previously approved post license education courses offered by approved schools were approved.

- 1. 57119 Conservation Real Estate (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, New River Valley Association of Realtors (**Review of Instructor**)
- 2. 57135 Ethics Seminar (Ethics and Standards of Conduct), 3 hours Residential Real Estate Mandatory Topics, Real Estate Career Academy (**Review of Instructor**)

58 original applications for post license courses offered by approved schools were considered. Of these, 56 were approved outright, one was approved with reduced hours, and one was approved conditioned on receipt of additional material.



1. 57012 The Credit and Loan Process (Finance), 3 hours Residential Real Estate Elective Topics, Real Estate Institute
2. 57017\* Real Estate Related Investments in IRA's & Qualified Plans (Other Real Estate Related), 8 hour Residential Real Estate Elective Topics, The Entrust Group (Approved for 4 hours)
3. 57019 Fair Housing (Fair Housing), 3 hours Residential Real Estate Mandatory Topics, Montague Miller Real Estate Academy
4. 57027 What Every Agent Should Know About Mortgages, Credit Scoring, E-Loans, and the Loan Approval Process (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, The Professional Development Institute
5. 57048 The Future of Prince William County (Land Use Issues), 1 hour Residential Real Estate Elective Topics, Prince William Association of Realtors
6. 57051 The Settlement Process-Make It Easy On Yourself (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, RE/MAX Olympic Education Center
7. 57053 A, B, C's of a Heavy Foreclosure Market (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, RE/MAX Olympic Education Center
8. 57057 Understanding Home Construction Problems Commonly Found in Existing Houses by Home Inspectors (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, Professional Development Institute
9. 57060 Intro to FHA's 203K Mortgage (Finance), 4 hours Residential Real Estate Elective Topics, U.S Dept. of Housing & Urban Development
10. 57061 Agency Law (Agency Law), 3 hours Residential Real Estate Mandatory Topics, Carruthers Academy of Real Estate
11. 57062 Real Estate Contracts Offer to Purchase (Offer to Purchase) 3 hours Residential Real Estate Mandatory Topics, Carruthers Academy of Real Estate
12. 57064 1 hour Storm & Flood Emergency Cleaning & Restoration (Other Real Estate Related), 1

- hour Residential Real Estate Elective Topics, Alpha College of Real Estate
13. 57066 2 Hour Storm & Flood Emergency Cleaning & Restoration (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Alpha College of Real Estate
14. 57068 3 hour Storm & Flood Emergency Cleaning & Restoration (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, Alpha College of Real Estate
15. 57071 Current Legal Problems in VA Real Estate (Other Real Estate), 3 hours Residential Real Estate Elective Topics, Kirks Institute
16. 57073 From Contract to Settlement (Selling Process), 3 hours Residential Real Estate Elective Topics, Carruthers Academy of Real Estate
17. 57075 Common Contract Addenda (Offer to Purchase), 3 hours Residential Real Estate Mandatory Topics, Carruthers Academy of Real Estate
18. 57076 Fair Housing (Fair Housing), 3 hours Residential Real Estate Mandatory Topics, Carruthers Academy of Real Estate
19. 57078 Foreclosure, Liens and Bankruptcy (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Lawyers Title Insurance Company
20. 57080 Seller Representation - Bringing It All Together (Selling Process), 3 hrs Residential Real Estate Elective Topics, Montague Miller Real Estate Academy
21. 57082 Seller Representation - Getting Started (Selling Process), 3 hrs Residential Real Estate Elective Topics, Montague Miller Real Estate Academy
22. 57084 Seller Representation - Marketing & Working with Agents (Selling Process), 3 hrs Residential Real Estate Elective Topics, Montague Miller Real Estate Academy
23. 57086 Seller Representation - Preparing for Listing the Appointment (Selling Process),

- 3 hrs Residential Real Estate Mandatory Topics, Montague Miller Real Estate Academy
24. 57095 Fair Housing - 3 hrs (Fair Housing), 3 hrs Residential Real Estate Mandatory Topics, GSH Training Company
25. 57097 Spanish for Real Estate Agents (Other Real Estate Related), 4 hrs Residential Real Estate Elective Topics, Richmond Association of Realtors
26. 57100 Harnessing the Power of MLS to Market Your Listings (Technology), 2 hrs Residential Real Estate Elective Topics, Richmond Association of Realtors
27. 57102 Meth and Its Makers (Property Valuation/Listing Process), 3 hrs Residential Real Estate Elective Topics, Richmond Association of Realtors
28. 57104 8 Hr Real Estate Company Management & Agent Supervision (Other Real Estate Related), (Classroom), 4 hrs Residential Real Estate Elective Topics, Alpha College of Real Estate
29. 57106 8 Hr Real Estate Company Management & Agent Supervision (Other Real Estate Related), (On-Line & Correspondence), 4 hours Residential Real Estate Elective Topics, Alpha College of Real Estate
30. 57107 Ethics and Standards of Conduct (Ethics & Standards of Conduct), 3 hours Residential Real Estate Mandatory Topics, Carruthers Academy of Real Estate
31. 57109 Preparing A Competitive Market Analysis (Property Valuation/Listing Process), 3 hrs Residential Real Estate Elective Topics, Carruthers Academy of Real Estate
32. 57111 Marketing and Servicing a Listing (Selling Process), 3 hours Residential Real Estate Elective Topics, Carruthers Academy of Real Estate
33. 57113 The Tools & Techniques for Effective Buyer Representation (Selling Process), 3 hours Residential Real Estate Elective Topics, Prince William Association of Realtors
34. 57115 Deed Warranties, Tenancies and Decedents' Estates (Other Real Estate), 1 hour Residential Real Estate Elective Topics,

35. 57117 Prince William Association of Realtors  
Roll Your Dice & Take a Chance (Business  
Planning), 1 hour Residential Real Estate  
Elective Topics, Prince William  
Association of Realtors
36. 57138 Networking Your Sphere of Influence (Other  
Real Estate Related), 2 hours Residential  
Real Estate Elective Topics, Liz Moore  
University
37. 57140 For Sale by Owners (Other Real Estate  
Related), 2 hours Residential Real Estate  
Elective Topics, Liz Moore University
38. 57142 Competitive Advantage (Other Real Estate  
Related), 2 hours Residential Real Estate  
Elective Topics, Liz Moore University
39. 57148 Ethics & Standards of Conduct (Ethics &  
Standards of Conduct), 3 hours Residential  
Real Estate Mandatory Topics, Long &  
Foster Institute for Real Estate
40. 57153\* Ethics (Ethics and Standards of Conduct),  
3 hours Residential Real Estate Elective  
Topics, Provident School of Real Estate  
(Approved pending receipt of "NAR Code of  
Ethics" copy)
41. 57155 Mortgage Market Meltdown (Finance), 3  
hours of Residential Real Estate Elective  
Topics, Prince William Assoc. of Realtors
42. 57159 Commercial Group Investing and Disposition  
(Finance), 4 hours Commercial Real Estate  
Elective Topics, VAR
43. 57160 Commercial Group Investing and Disposition  
(Consulting Services), 4 hours Commercial  
Real Estate Elective Topics, VAR
44. 57161 Commercial Group Investing and Disposition  
(Leasing), 4 hours Commercial Real Estate  
Elective Topics, VAR
45. 57163 Copyright Seminar (Other Real Estate  
Related), 4 hours Residential Real Estate  
Elective Topics, VAR
46. 57165 Ethics and Legal Update (Other Real Estate  
Related), 4 hours Residential Real Estate  
Elective Topics, VAR
47. 57167 Fair Housing in the 21<sup>st</sup> Century for  
Property Managers (Other Real Estate  
Related), 3 hours Property Management Real  
Estate Elective Topics, VAR

48. 57169 Fair Housing , Agency, and Contracts Update (Other Real Estate Related) 4 hours Residential Real Estate Elective Topics, VAR
49. 57171 Fair Housing in the 21<sup>st</sup> Century for Property Managers (Tenant/Landlord Relationships), 2 hours Property Management Real Estate Elective Topics, VAR
50. 57174 Residential vs. Commercial Real Estate (Finance), 4 hours Commercial Real Estate Elective Topics, VAR
51. 57176 The Power of Goals/Business Planning (Business Planning), 3 hours of Residential Real Estate Elective Topics, Liz Moore University
52. 57177 Residential vs. Commercial Real Estate (Market Research), 4 hours Commercial Real Estate Elective Topics, VAR
53. 57178 Residential vs. Commercial Real Estate (Other Real Estate Related), 4 hours Commercial Real Estate Elective Topics, VAR
54. 57180 The Code is Good Business (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, VAR
55. 57199 Code of Ethics & Standards of Practice (Ethics & Standards of Conduct), 3 hours Residential Real Estate Mandatory Topics, MAI Institute
56. 57202 What is Delivery? (Other Real Estate Related) 1 hour Residential Real Estate Elective Topics, MBH Settlement Group, LC
57. 57204 Bankruptcy and Foreclosure (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, MBH Settlement Group, LC
58. 57208 Foreign Buyers and Sellers (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, MBH Settlement Group, LC

One original application for a post license education course for a school with a pending application was approved.

1. 57124 The ABC's of Community Associations (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, R & A Management & Referral, LLC

D. Seven Limited Service Agency courses were reviewed. Of these:

Four previously approved limited service agency courses offered by approved education providers were approved.

1. 57014 Understanding the Limited Service Broker, 2 hours Limited Service Agency, SML School of Real Estate (**Review of Instructor**)
2. 57022 Limited Service Agency, 2 hours Limited Service Agency, Real Estate III School of Real Estate (**Review of Instructor**)
3. 57054 Limited Service Agency (on-line), 2 hours Limited Service Agency, Shenandoah Valley Training Center, (**Review of Instructor**)
4. 57156 Limited Service Agency, 2 hours Limited Service Agency, New Millennium University (**Review of Instructor**)

Three original applications for Limited Service Agency courses offered by approved education providers were approved.

1. 57013 Limited Service Agency, 2 hours Limited Service Agency, Dailey Real Estate School
2. 57029 Limited Service Agency, 2 hours Limited Service Agency, Kirks Institute
3. 57120 Limited Service Agency, 2 hours Limited Service Agency, 360 Training.Com, Inc.

E. One pre-licensing courses was reviewed, of these courses:

One previously approved pre-licensing courses offered by a school with a pending application was approved.

1. One Stop Real Estate School, 60 hours Real Estate Principles and Practices (Classroom & Correspondence)

F. Nine pre-licensing instructor applications were approved, and one was denied.\*

1. Joel R. Ragusa
2. Vicki Shoemaker

3. Janice L. Soto
4. Hope F. Roots
5. \*Treena Diane Gibson (Expert) Denied - Failed to show expertise
6. Anthony J. Filliater
7. Dwight Everett Petersen
8. Pamela Peery Harvey
9. Laurie Chapman Blakey
10. Gregory W. Holman

G. Twenty-three continuing education instructors were approved for previously approved courses.

1. **Sara Mendez Rodriguez and Carrie Deem Lindsey**, 55816/55817 (Contracts for Real Estate Professionals); 55823/55824 (Agency Law); 55835/55836 (Tax Matters In Real Estate Sales); 55884/55885 (Fair Housing); 55628/55629 (Introduction to Contracts); 56400/56401 (The New Limited Service Agency in Virginia); 56398/56399 (How to Help Clients Avoid Foreclosure); 56396/56397 (The Code of Ethics for Real Estate Professionals); 56629/56630 (Contract Update: Current Issues- Practical Problems), 56617/56618 (Virginia Real Estate Law), The RGS Title Real Estate Academy
2. **Diane Cote, George Conery, Jim Golden** 56740 (Limited Service Agency), Alpha College of Real Estate
3. **Timothy Freshly, Susan Walker & James Windsor**, 51727 (Real Estate Transactions Made Painless & Efficient), National Business Institute, Inc.
4. **Teddi Garrison**, 52315/52309 (Computer Marketing), Long & Foster Institute of Real Estate.
5. **Joann Kokindo**, 53361/53365 (Fair Housing), Long & Foster Institute of Real Estate
6. **Dan Withers**, 53649/56350 (Settlement-The Complete Transaction 1001), 52317/52308 (Agency), 56046/56047 (Offer to Purchase Revision 1), 54011/54012 (Real Estate Law), Long & Foster Institute of Real Estate
7. **Ginny Nelson, Robin Amato, Pat Widhalm, Judy Sullivan, Sallye Trobaugh, Donna Patton, Marcy Caffrey**, 56411 (Limited Service Agency), Virginia Association of Realtors
9. **Carl Manasco, Jimmy Bolton, Bennis Butler**, 56200/56201 (2007 Ethics Seminar), Virginia Association of Realtors
10. **Jackie L. Barrett and Philip Todd Fischer** 56405 (2007 New Agency Law, 56044/56045 (A Breakdown

of the New Appraisal and Financing Contingencies), 55831/55832 (Agency Demystified), 556403/56405 (Agency Law Demystified), 52543 (Congratulations- You Got the Listing!), 52289 (Contracts with Escalators), 55839/55840 (Earnest Money Deposits), 56402/56550 (Ethics for Real Estate Agents-The Basics), 52542 (IRC 1031 Exchanges), 52541/55558 (Navigating the Regional Sales Contract - A Primer), 55556/55557 (The New Regional Sales Contract), 52281/55554 (The New Regional Sales Contract-4 hours), 52544 (Unconventional Transactions-A Primer), 52282/53289 (Unconventional Transactions), 56166/56167 (Understanding Your Upcoming Virginia Transaction), 56435/56436 (What Is Delivery?), 56585/56586 (Limited Service Agency), 56553/56554 (Bankruptcy and Foreclosure), 56551/56552 (Contract for Deed-An Overview of an Alternative Transaction), 56593/56594 (Title Insurance: What is it? Why get it?), 56919/56920 (Ethics for Real Estate Agents), 56921/56922 (Fair Housing Law), 56892/56893 (Home Inspections in Northern Virginia), 56820/56821 (Foreclosures and Short Sales - A Primer), and 56818/56819 (Foreclosure and Short Sales), MBH Settlement Group

- H. There being no further business nor public comment, the meeting adjourned at 4:15 p.m.